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SCOPE OF SERVICES

The Miami-Dade Police Department requires tow truck services and the storage of towed or impounded motor vehicles when directed by the MDPD. Vehicles are towed as a result of arrests, forfeitures, accidents, etc. Vehicles may be towed from a scene to MDPD's storage facilities, a wrecker yard, home, body shop, garage or dealership, or to the selected Proposers' facilities. Services shall be provided by the selected Proposers at the request of the Miami-Dade Police Department.

Selected Proposers shall be required to provide, at a minimum, the services described in this Section 2.0, Scope of Services, for the term of the Contract, including renewals and extensions, if any. Selected Proposers must also comply with applicable laws, ordinances and regulations, including but not limited to Chapter 30, Article III, Towing of Motor Vehicles and Chapter 33, Section 33-20.1, Prohibition on keeping tow trucks in a residential district, of the Code of Miami-Dade County, as it may be amended from time to time, throughout the term of any contract issued as a result of this RFQ. There are no exceptions allowed to the requirements stipulated above. Should there be any conflict between the Scope of Services and applicable laws, the more stringent requirement shall prevail.

The disposition of any vehicle by auction to satisfy liens for labor and/or services shall be done in strict accordance with Chapters 705 & 713 (or other applicable chapters) of the Florida Statutes.

Proposer must meet all the minimum qualifications in Attachment B, "Proposer's Affidavit that it Meets Minimum Qualifications," as of the proposal due date in order for a proposal to be recommended for award. (Proposer must submit the completed Attachment B with its proposal to be qualify for district placement.) Attachment B must be signed by an Officer of the Proposer's firm, and must either be notarized or, in the instance of a corporation, should have the Proposer's corporate seal affixed. A Proposer may select to submit a Proposal for up to three Districts it qualifies for; provided that the Proposer designates the order of preference for each district.

The County anticipates awarding contracts to two firms per district (a district is a MDPD district as further described in Section 2.0, Scope of Services, and subsection 2.3). It is the County's intention to award only one (1) district to a Proposer under this RFQ. Although the County anticipates awarding contracts to two firms per district, in the event that more than two firms qualify for a district, the County will conduct a publicly held random drawing to determine the two selected Proposers that will be assigned to that district.

The principal(s) of a Proposer shall not be a principal of another Proposer (for purposes of this Request for Qualifications, the term "principal" of the Proposer means an owner, officer or member of the selected Proposer's Board of Directors). Additionally, no Proposer shall have a stockholder owning 15% or more of the Proposer's stock and who also owns 15% or more of the stock of another Proposer under this RFQ. These requirements are in effect throughout the entire RFQ process and throughout the term of contract's awarded as a result of this RFQ, including any approved extensions. A violation of this requirement may cause the disqualification/termination of a selected Proposer(s).

Work will be distributed to the selected Proposers on a 24-hour rotating basis. This rotation is defined as (24 hours on-call by MDPD, then 24 hours off until the next rotation. Which will depend on the number of Selected Proposers selected for a district). However, during the term of any contract(s) that may be awarded as a result of this RFQ, the County reserves the right to use selected Proposers from any districts when, in the sole

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determination of the County, it is in the County's best interests. Additionally, selection of a Selected Proposer for a district does not grant that Selected Proposer exclusive rights to provide these services or that district. The County may assign a Selected Proposer to another district at any time, when in the sole determination of the County, it is in the County's best interest.

The County reserves the right to inspect the facilities of selected Proposers at any time following the due date of the Proposal and during the term of any contract that may be awarded as a result of this RFQ. Selected Proposers must also have adequate staff to operate the towing vehicles throughout the term of any contract that may be awarded as a result of this RFQ.

A towing company owner or an individual working for a towing company applying for a towing contract cannot have a prior conviction related to a towing related offence within the last five years, as of the proposal due date, regardless of the degree, for a towing and/or vehicle related offense regardless of the disposition of the case (i.e., withhold of adjudication, adjudication, pre-trial intervention, and pre-trial diversion). A conviction is an adjudication of guilt by a court of competent jurors, a plea of guilt or "nolo contendere" or a judgment when an adjudication of guilt is withheld and the accused is placed on probation. It could also pertain to an arrest with a related offence where arrest was supported by probable cause, whether or not that arrest led to a conviction.

The services to be provided under this RFQ are primarily provided to the public. Selected Proposers shall be required to extend common courtesies to the public, including but not limited to the following:

1. When possible, expedite the release of the vehicles in accordance with the terms of any contract that may be awarded as a result of this RFQ.
2. Assist the vehicle owner, when arriving for pickup of his or her vehicle, in matters such as retrieving documentation from inside the vehicle when requested by the owner, to document ownership.
3. Allow the owner to remove personal items, including but not limited to eyeglasses, medicine, wallet or purse, credit cards, radios and telephones.

2.1 OFFICE AND STORAGE FACILITIES REQUIREMENTS

2.1.1 GENERAL

- A. The selected Proposers shall have a place of business that includes an office, inside storage and outside storage areas. The storage facilities shall be contiguous to one another. Storage facilities located across the street and clearly visible from the selected Proposer's office are acceptable.
- B. The office shall be a permanent structure (no temporary trailers, mobile homes, etc.) and shall include a business telephone, restroom facility, customer waiting area which shall be able to accommodate seating for a minimum of three customers and workspace for the MDPD Vehicle Research Unit (VRU). The workspace for MDPD shall include access to a desk, phone, file drawer and/or in-tray for use by VRU officers from MDPD. The selected Proposers shall maintain the Vehicle Storage Receipts in the file drawer or in-tray, unfolded, in order by case number and in a manner acceptable to VRU personnel. The selected Proposers shall notify the Miami-Dade Police Department Communications Bureau of any additional telephone numbers or changed numbers.

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- C. The office and storage facility shall be separate from any other business or enterprise.
- D. All storage facilities shall be secured from unauthorized entry at all times. For reasons of security, all facilities shall be staffed 24 hours a day with an alert, awake and responsible person. Facilities shall not be guarded, monitored or secured by animals, call forwarding, video, or watchdogs. If a selected Proposer maintains more than one facility in its zone, each facility must be staffed 24 hours a day in accordance with the above requirements. The Miami-Dade Police Department may accept an alternate security system, however approval of an alternate security system must be in writing from the Officer in charge of the MDPD Property and Evidence Bureau.
- E. The property on which the office or storage facility is located shall be unencumbered by any tax lien which may place the property in jeopardy (i.e. sale by government to satisfy tax lien). Selected Proposer(s) shall provide a copy of the letter issued by the Department of Revenue stating that the taxes have been paid. Selected Proposers shall comply with this requirement each year. This requirement shall be completed by April 1st of each year and a copy will be provided to the Vehicle Research Unit.
- F. The office and all storage areas shall be easily accessible to the general public, and the office shall have the business name and complete mailing address on the front of the building.
- G. All office and storage facilities shall not be in violation of any applicable zoning regulations.
- H. Communications: The selected Proposers' shall provide a 2-way radio communication system. The communication system shall be between the selected Proposers' base station and all tow and service trucks utilized in providing services under this RFQ. The selected Proposers and their personnel shall not carry or install in any motor vehicle or at their place of business, any frequency modulation radio receiving messages or signals on frequencies assigned to Miami-Dade or municipal police or fire departments.
- I. If a selected Proposer has towing contract with any other public agency in addition to Miami-Dade County, the selected Proposer must have separate spaces to place towed vehicles inside and outside their facility for each space required under all their contracts combined. For example: If a contract for a city (1) requires 50 spaces, contract for city (2) requires 100 spaces, and contract for city (3) requires 100 spaces, selected Proposer should have a total of 250 spaces in addition to the space the County requires by the proposal due date. Please refer to Article VII (Sec. 33-122.1) of the Florida Statutes, "Minimum standards for parking spaces for buildings that have received a certificate of use or occupancy". At a minimum parking spaces should have:

Compact size parking stalls: (7.5'x15') = 112.5 Sq.

2.1.2 OUTSIDE STORAGE

The selected Proposers shall provide outside storage, for sole use by MDPD, for a minimum of 100 vehicles. At least 60 of these required spaces should accommodate full-size vehicles. The outside storage shall:

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- (1) be secured with a chain-link or solid-wall type fence at least 6 feet in height.
- (2) be kept and maintained to include the removal of junk tires and auto parts, the trimming of all shrubbery, trees and lawns (within the fence line and grounds), and;
- (3) have adequate drainage to prevent standing water after rainstorms (asphalt, gravel, etc.).

2.1.3 INSIDE STORAGE

The selected Proposers shall also provide a completely enclosed inside storage area for a minimum of 3 vehicles. The inside facility shall be for the sole use of MDPD and must be immediately available when required by MDPD. The structure shall provide complete protection from weather and unauthorized entry. All access to said structure shall be capable of being secured when required by MDPD. Also, inside storage facilities shall be open for access at all times to the Crime laboratory of the Miami-Dade Police Department or other County personnel for technical processing when required by MDPD. The inside storage shall:

- (1) be secured, and must be used only for the safe secure, and clean storage of evidentiary vehicles;
- (2) have paved floor, i.e., concrete or asphalt, in a condition acceptable to the County (e.g. free of dirt, standing water, vegetation);
- (3) have a working area of 12' x 20' per vehicle with at least an 8' ceiling;
- (4) have electrical lighting source sufficient to permit processing of vehicles;
- (5) have a properly functioning ventilation system; (ventilation system – a fixed powered commercial type ventilation system capable of exhausting vehicle emissions to the outside air, either by roof or wall mounted means. Devices such as portable fans/air conditioners etc. attached temporarily or permanently to windows or walls are not acceptable.)
- (6) not be located on the physical plant (grounds) of another business; i.e., inside storage must be located inside the physical plant of the selected Proposer's business;
- (7) be for the exclusive use of MDPD;
- (8) be a permanent "weather tight" structure, and;
- (9) have a hydraulic lift and tools available for MDPD Vehicle Research Unit personnel to disassemble a vehicle. (hydraulic lift – with a minimum 8000lbs capacity, securely affixed to the floor and able to lift a vehicle off the ground. The lift must be able to be activated by electromechanical means and not be merely by hand cranking.)

2.2 EQUIPMENT REQUIREMENTS

2.2.1 WRECKERS

- A. All wreckers shall be maintained in good working order, completely hydraulic, shall be registered with the State of Florida Department of Motor Vehicles and shall have appropriate licenses to operate as wreckers.
- B. The selected Proposers shall have a valid towing license number issued by the Miami-Dade Consumer Services Department and shall display the license number on both sides of the vehicle in commercially lettered characters at least three (3) inches high, permanently affixed to the vehicle.
- C. The name of the selected Proposer shall be displayed on the driver and passenger side of the

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vehicle in commercially lettered characters at least three (3) inches high, permanently affixed to the vehicle. No other company name shall be displayed anywhere on the vehicle. If the vehicle cannot accommodate the name on the driver and passenger side, the placement of the name must be approved by MDPD.

- D. The address and telephone number of the selected Proposer shall be displayed on the driver and passenger side door of the vehicle in commercially lettered characters at least one (1) inch high, permanently affixed to the vehicle.
- E. All wreckers shall display, in accordance with the County Code, a current decal issued by the Miami-Dade Consumer Services Department.
- F. The selected Proposers shall not have any markings on vehicles, buildings, documents (including but not limited to correspondence, letterhead, advertising, etc.) that in any way indicates or infers any official relationship between the selected Proposers and the Miami-Dade Police Department, Dade County, or any police agency.
- G. If a selected Proposer desires to replace a vehicle or piece of equipment required by this RFQ, the selected Proposer must submit a written request to MDPD for approval. The request must provide complete information, on the form provided by MDPD, on the vehicle or equipment being replaced and on the new vehicle or equipment. (At a minimum include the year, make, model, VIN, tag number and class (A, B, C, or D) of vehicle).

If approved by MDPD, the vehicle and/or equipment must be inspected and approved by the Vehicle Research Unit prior to being used for services under this RFQ.

- H. All equipment shall be maintained in a state of readiness for response as delineated in this RFQ and be for the sole use of the selected Proposer.
- I. The selected Proposers shall maintain the following minimum number of vehicles (selected Proposers may substitute a vehicle one (1) class and type higher than that required, i.e., Class "B" slide back for a Class "A" slide back):

- 1. Six (6) Class "A" Wreckers
(At least two (2) shall be Class "A" Wreckers and two (2) shall be Class "A" Slide Back Car Carriers)

NOTE: The selected Proposers for Zones 5, 6, 7 or 8 (Northside/Bay Operations/Miami International Airport) shall have a minimum of one (1) Class "A" vehicle which can clear an overhead height of 6 feet, 6 inches and must meet same requirements as a Class "A" Wrecker.

- 2. One (1) Class "B" Wrecker
- 3. One (1) Class "B" Slide Back Car Carrier
- 4. Two (2) Class "C" Wreckers (At least one (1) of which shall be under reach equipped)

or

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One (1) Class "D" Wrecker

J. Wreckers shall meet the following minimum ratings:

NOTE: The manufacturer's Gross Vehicle Weight (GVW) plate (or Field GVW plate on Glider Kits) will be used to determine what Class a tow truck is. If there have been any modifications to the truck chassis that changes its GVW, documentation from the dealer or manufacturer supporting the change must be provided

1. Class "A" Wrecker:
 - (a) Commercially manufactured unit, with a rated capacity of not less than 10,000 pounds, GVW, in accordance with manufacturer's I.D. plate
 - (b) Cab to axle dimension of not less than 56 inches
 - (c) Dual rear wheels
 - (d) Commercially manufactured hydraulic boom with a minimum capacity of 8,000 pounds
 - (e) Hydraulically operated winch(es) with a minimum total winching capacity of 8,000 pounds
 - (f) One hundred (100) feet of 3/8 inch steel core cable per winch
 - (g) Wheel lift with retracted rating of not less than 3,500 pounds and an extended rating of not less than 2,000 pounds
 - (h) Tow sling or tow bar with a safe lift rating of 3,500 pounds
 - (i) Two (2) 3/8 inch high test safety chains
 - (j) One (1) motorcycle sling or equivalent heavy duty nylon cargo straps
 - (k) Four-way lug wrench
 - (l) One (1) pair of jumper cables
2. Class "A" Slide Back Car Carrier:
 - (a) Commercially manufactured unit, with a rated capacity of not less than 14,500 pounds, GVW
 - (b) Cab to axle dimension of not less than 102 inches
 - (c) Dual rear wheels
 - (d) Seventeen (17) feet or longer hydraulically operated slide back or tilt bed
 - (e) Hydraulically operated winch(es) with a minimum total winching capacity of 8000 pounds
 - (f) Fifty five (55) feet of 3/8 inch steel core cable per winch, plus a ten (10) foot chain for extra length.
 - (g) Two (2) tie down chains, each ten (10) feet in length
 - (h) Four-way lug wrench
 - (i) One (1) pair of jumper cables
3. Class "B" Wrecker:
 - (a) Commercially manufactured unit, with a rated capacity of not less than 18,000 pounds, GVW, in accordance with manufacturer's I.D. plate (any modifications to increase GVW must be documented by the dealer or manufacturer)
 - (b) Cab to axle dimension of not less than 84 inches
 - (c) Commercially manufactured hydraulic boom(s) with a minimum total capacity of 24,000 pounds
 - (d) Hydraulically operated winch(es) with a minimum total winching capacity of 24,000 pounds
 - (e) Two hundred (200) feet of 1/2 inch steel core cable per winch
 - (f) Under reach with a retracted rating of not less than 10,500 pounds and an

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- extended rating of not less than 8,500 pounds
 - (g) Two (2) 5/16 inch alloy safety chains
 - (h) Tow bar or tow-sling equipped
 - (i) Two (2) snatch blocks, minimum 8,000 pound capacity each
 - (j) Two (2) scotch blocks
 - (k) Brake lock.
 - (l) Six (6) to eight (8) feet of extra towing chain with hooks, minimum 4,000 pound capacity
 - (m) Four-way lug wrench
 - (n) One (1) pair of jumper cables
- 4. Class "B" Slide Back Car Carrier:
 - (a) Commercially manufactured unit, with a rated capacity of not less than 20,000 pounds, GVW, in accordance with manufacturer's I.D. plate (any modifications to increase GVW must be documented by the dealer or manufacturer)
 - (b) Cab to axle dimension of not less than 138 inches
 - (c) Dual rear wheels
 - (d) Twenty one (21) feet or longer hydraulically operated slide back or tilt bed
 - (e) Hydraulically operated winch(es) with a minimum winching capacity of 8,000 pounds
 - (f) fifty-five feet of 3/8 inch steel core cable.
 - (g) Two (2) tie down chains, each ten (10) feet in length
 - (h) One (1) snatch block, minimum 8,000 pound capacity
 - (i) Four-way lug wrench
 - (j) One (1) pair of jumper cables
 - (k) Commercial Non restricted license plate
- 5. Class "C" Wrecker:
 - (a) Commercially manufactured unit, with a rated capacity of not less than 30,000 pounds, GVW, in accordance with manufacturer's I.D. plate (any modifications to increase GVW must be documented by the dealer or manufacturer)
 - (b) Cab to bogey dimension of not less than 144 inches
 - (c) Commercially manufactured boom(s) with a minimum total capacity of 50,000 pounds
 - (d) Winch(es) with a minimum total winching capacity of 50,000 pounds
 - (e) Two hundred (200) feet of 5/8 inch steel core cable per winch
 - (f) Under reach with a retracted rating of not less than 25,000 pounds and an extended rating of not less than 12,000 pounds
 - (g) Rear support jacks or outriggers
 - (h) Two (2) 1/2 inch alloy safety chains
 - (i) Tow bar or tow-sling equipped
 - (j) External air hookup and hoses to supply air to disabled vehicles
 - (k) Two (2) snatch blocks, minimum 24,000 pounds capacity each
 - (l) Two (2) scotch blocks
 - (m) Spring brake - air lock
 - (n) Six (6) to eight (8) feet of extra towing chain winch hooks, minimum 4,000 pound capacity
- 6. Class "D" Wrecker:
 - (a) Commercially manufactured unit, with a rated capacity of not less than 52,000 pounds, GVW, in accordance with manufacturer's I.D. plate (any modifications to increase GVW must be documented by the dealer or manufacturer)

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- (b) Cab to bogey dimension of not less than 180 inches
- (c) Commercially manufactured boom(s) with a minimum total capacity of 70,000 pounds
- (d) Hydraulically operated winch(es) with a minimum total winching capacity of 70,000 pounds
- (e) Two hundred (200) feet of 3/4 inch steel core cable per winch
- (f) Under reach with a retracted rating of not less than 45,000 pounds and an extended rating of not less than 15,000 pounds
- (g) Rear support jacks or outriggers
- (h) Two (2) 1/2 inch alloy safety chains
- (i) Tow bar or tow-sling equipped
- (j) External air hookup and minimum hoses to supply air to disabled vehicles
- (k) Two (2) snatch blocks, minimum 24,000 pound capacity each
- (l) Two (2) scotch blocks
- (m) Spring brake - air lock
- (n) Six (6) to eight (8) feet of extra towing chain with hooks, minimum 4,000 pound capacity

K. The following ADDITIONAL EQUIPMENT shall be REQUIRED ON EACH VEHICLE:

- 1. Two-way radio
- 2. Proper safety lights
- 3. Amber rotation dome light
- 4. Two (2) overhead flood lights to rear
- 5. Sand (50 pounds minimum)
- 6. Heavy duty sweeping broom (24" wide)
- 7. Two (2) safety cones (day-glow orange, 2 feet high)
- 8. One set of three (3) reflectors
- 9. Flat shovel
- 10. Axe (not less than Size 30"L)
- 11. One 5 lb. fire extinguisher for vehicles under 50,000 lbs. and one 20 lb. fire extinguisher for vehicles over 50,000 lbs. All fire extinguishers must be Underwriter Laboratory approved and inspected according to applicable code.
- 12. First aid kit - minimum 16 units
- 13. Six 30-minute flares
- 14. Each wrecker company shall have one set of dollies available for use.
- 15. If the manufacturer's rating plate is missing from any vehicle, the Proposer must obtain a specifications sheet for that vehicle from the manufacturer and have it available for inspection at all times.

2.3 Districts

The areas in which services shall be provided are the Miami-Dade Police Department districts (see attached Police Districts and Towing Company Area Map of the districts). The geographic boundaries of the districts are indicated below. All boundaries are to the centerline of the roadway or waterway, except where otherwise indicated. At its sole option, the County may change district and/or zone boundaries at any time. In the event that a city no longer wishes to contract with the County, which ever selected Proposer is affected will no longer

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be able to tow for that municipality.

District 1. ZONES 1 & 2 (NORTHWEST District/The CITY OF MIAMI GARDENS/The TOWN OF MIAMI LAKES):

West: County Line
North: County Line
East: Begin at County Line Road (N.W. 215 Street) and proceed south on N.E. 2nd Avenue to N.E. 199 Street, then proceed west on N.E. 199 Street to North Miami Avenue, thence south to Miami Gardens Drive (N.E. 183 Street), thence west one block to North Miami Court, then proceed south to N.W. 176 Street, then west on N.W. 176 Street to approximately N.W. 2nd Avenue (441), then south to N.W. 171 Street, proceed west on N.W. 171 Street to N.W. 4 Avenue, then proceed south on N.W. 4 Avenue to SR 9, then continue in a southwest direction on SR 9 to N.W. 17 Avenue, thence south to N.W. 135 Street, then proceed west on N.W. 135 Street to N.W. 27 Avenue, thence proceed south on N.W. 27 Avenue to N.W. 127 Street (north of the canal), thence west to the eastside of the railroad tracks (equivalent to N.W. 36 Court), thence south to 103 Street.
South: Begin at N.W. 103 Street and proceed west along N.W. 103 Street to the Miami River, proceed west on N.W. 103 Street to N.W. 106 Street, then proceed west to the County Line.

District 2. ZONES 7 & 8 (NORTHSIDE District/POLICE OPERATIONS BUREAU):

West: Begin at Biscayne Bay and S.W. 12 Avenue and then proceed in a northeast direction along the coast line to S.W. 15 Road, thence proceed northwest along S.W. 15 Road to I-95, then proceed north on I-95 to the Miami River, then proceed northwest to N.W. 36 Street, then proceed west on N.W. 36 Street to the Ludlam Canal (N.W. 68 Avenue), thence north along the Ludlam Canal to the Miami River, thence northwest along the Miami River to N.W. 103 Street.
North: Begin at the Miami River and N.W. 103 Street and proceed east towards the railroad tracks (equivalent to N.W. 36 Court), thence north along N.W. 36 Court toward the canal (equivalent to N.W. 127 Street), thence west to N.W. 27 Avenue, then proceed north to N.W. 135 Street, thence east to N.W. 17 Avenue, then proceed south to N.W. 117 Street, thence east to I-95, thence proceed south on I-95 to the N.W. 79 Street.
East: The Atlantic Ocean
South: The southerly limits of Key Biscayne, including Key Biscayne, Virginia Key and the Rickenbacker Causeway.

District 3. ZONES 5 & 6 (MIDWEST District/AIRPORT/The CITY OF DORAL):

West: County Line
North: Begin at the County Line and N.W. 106 Street and proceed east to the Miami River, thence southeast along the Miami River.
East: Begin at N.W. 103 Street and the Miami River, then proceed in a southeast direction to the Ludlam Canal (approx. N.W. 73 Street), thence south along the Ludlam Canal (approx. N.W. 68 Avenue) to N.W. 36 Street, then proceed east on N.W. 36 Street to the Miami River, then proceed southeast along the Miami River to I-95, proceed south on I-95 to S.W. 15 Road, thence proceed southeast on S.W. 15 Road to Brickell Avenue (SR 5), continue south on Brickell Avenue to South Miami Avenue on to South Bayshore Drive., then south to S.W. 40 Street extended.
South: Begin at South Bayshore Drive and S.W. 40 Street extended and proceed west along

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S.W. 40 Street extended to the Florida Turnpike, thence north along the Florida Turnpike to the Tamiami Canal, thence west along the Tamiami Canal to the County Line.

As ZONES 5 & 6 encompass the Miami International Airport area, the following conditions apply specifically to said area. Towing of illegally parked vehicles from all roadways between the Main Terminal Building and the Airport Loop Bridge shall be excluded from this RFQ. However, service may be required on a temporary basis at the discretion of the Aviation Department Director and will be requested through the Miami Dade Police Department.

The selected Proposers for ZONES 5 & 6 shall be responsible for the handling of all accidents occurring, or other Miami-Dade Police Department requests, on Miami International Airport property, as per the provisions and conditions set forth in this RFQ.

District 4. ZONES 13 & 14 (CUTLER RIDGE DISTRICT/THE TOWN OF CUTLER BAY/PALMETTO BAY):

West: County Line
North: Begin at the County Line and S.W. 200 Street (Caribbean Blvd.) and proceed east along S.W. 200 Street (Caribbean Blvd.) to U.S. 1, thence northeast along U.S. 1 to the Florida Turnpike, then proceed north to S.W. 152 Street, thence east along S.W. 152 Street to U.S. 1, continue northeast along U.S. 1 to N.W. 136 Street, thence east to Biscayne Bay.
East: Biscayne Bay
South: County Line

District 5. ZONES 11 & 12 (KENDALL District):

West: Begin at S.W. 127 Avenue and S.W. 42 Street, then proceed south to S.W. 120 Street, thence west to S.W. 137 Avenue, then proceed south on N.W. 137 Avenue to S.W. 152 Street.
North: Begin at S.W. 40 Street (Bird Road) extended to South Bayshore Drive, then proceed northeast to S.W. 12 Avenue.
East: Biscayne Bay
South: Begin at S.W. 152 Street and N.W. 137 Avenue, then proceed east on N.W. 152 Street to U.S. 1, then proceed in a northeast direction on U.S. 1 to S.W. 136 Street, and west to Biscayne Bay.

District 6. ZONES 3 & 4 (INTRACOASTAL District):

West: Begin at I-95 and N.W. 79 Street and proceed north along I-95 to N.W. 117 Street, thence west to N.W. 17 Avenue, thence north to SR 9, proceed in a northeast direction on SR 9 to N.W. 4 Ave., thence north to N.W. 171 St., thence west to N.W. 2nd Avenue (441), then north on N.W. 2nd Avenue to N.W. 176 Street, then east to N.W. Miami Court, then north to N.E. 183 Street, then one block east to North Miami Avenue, then proceed north to N.E. 199 Street, then proceed east on N.W. 199 Street to N.E. 2nd Avenue, and then proceed north on N.E. 2nd Avenue to County Line Road (N.W. 215 Street).
North: County Line
East: Atlantic Ocean
South: Begin at I-95 and N.E. 79 Street, then east to Biscayne Bay.

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District 7. ZONES 9 & 10 (HAMMOCKS District):

West: County Line
North: The Tamiami Canal
East: Begin at S.W. 117 Avenue (The Florida Turnpike) south to S.W. 40 Street extended, then west to S.W. 127 Avenue, then south to S.W. 120 Street, then west to S.W. 137 Avenue, then south to S.W. 152 Street, then east to the Florida Turnpike, thence proceed south on the Florida Turnpike to U.S. 1, then southwest on U.S. 1 to S.W. 200 Street (Caribbean Blvd.),
South: S.W. 200 Street (Caribbean Blvd.)

2.4 COURT SERVICES BUREAU

The following conditions apply only to those vehicles towed and stored under the direction of the Court Services Bureau of the Miami-Dade Police Department.

- A. The Court Services Bureau (CSB), Miami-Dade Police Department, tows and stores motor vehicles and other items under directions of court orders. All such items impounded by the Court Services bureau will be marked "HOLD FOR CSB", and the "Vehicle Storage Receipt" will be completed in the same manner as for other vehicles.
- B. Selected Proposers can normally expect the vehicle to be stored for a minimum of five (5) weeks prior to the Sheriff's sale which will be conducted by the Court Services Bureau.
- C. Since all vehicles towed by the Court Services Bureau will be on "Hold", they will be exempt from increased storage rates after the first twenty-one (21) day storage period. However, storage rates shall continue to accrue after the first twenty-one (21) day storage period ends. Holds on vehicles impounded by the Court Services Bureau can only be released in writing by the Court Services Bureau.
- D. Authorization identified in Section II, subsection 2.5, item M, "Releases," does not extend to the release of vehicles held for the Court Services Bureau.
- E. The selected Proposers will be required to make those vehicles being stored for the Court Services Bureau available for viewing by anyone, a day prior to the Sheriff's sale. There shall be no charge for said viewing.
- F. Sales are normally held on Wednesday. Selected Proposers will be contacted prior to the sale and are required to submit their bill for all charges that will be due on the day of the sale.
- G. The provisions of subsection 2.5.K, "Law Enforcement Tow/Hold" do not apply to vehicles towed and stored under the direction of the Court Services Bureau.
- H. If requested to deliver a court-seized vehicle to another location, the selected Proposer will deliver the vehicle as directed by a Court Services Officer and collect payment from the vendor at that location. The normal rates will be charged, to include mileage, as outlined in Appendix B, Rate Structure, not the rates charged as outlined for vehicles maintained at the selected Proposers location as a "Law Enforcement Tow" vehicle (category K). These vehicles are exempt from the Administrative Fee.

2.5 SERVICE REQUIREMENTS

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A. Request for Tow Service

All police requests for tow service and removal of traffic hazards shall be made through the Miami-Dade Police Department Communications Bureau. The Miami-Dade Police Department may cancel a request for services of a selected Proposer at any time prior to the time of hookup. Hookup consists of a complete mechanical connection of the vehicle to the tow truck. Response to a service call scene without other action (i.e., no mechanical connection) does not constitute a service for which charges are applicable.

B. Response Time and Delays

The selected Proposers shall respond within thirty (30) minutes of the receipt of request for service or to notify the Miami-Dade Police Department Communications Bureau of the delay or inability to respond. In that instance, the Miami-Dade Police Department, at its sole discretion, may cancel such a request for service and use the services of another selected Proposer.

C. District Responsibility

If the selected Proposer is requested by the Miami-Dade Police Department Communications Bureau to respond outside of its district, the selected Proposer shall advise the Communications Operator that is making the request that the call is outside the selected Proposer's district. The selected Proposer may tow out of its district if specifically instructed to do so by the Communications Operator.

The selected Proposer shall tow any vehicle released at the scene by the Miami-Dade Police Department to any location the owner or driver requests within the limits of Dade County, at mileage rates in accordance with the rate structure approved by the County.

D. Clean Up

Selected Proposers shall be responsible for removing glass and/or other debris from the street as a result of a traffic accident to which they are responding for the County. This debris shall be placed in a suitable container and removed by the tow truck operator and shall in no case be left at the curb-side. Debris must be discarded in a legal manner.

E. Storage Procedures for Vehicles

The selected Proposers shall provide storage for all impounded vehicles in the outside storage area unless specific written instructions are given for inside storage by the impounding MDPD officer. Specific written instructions for inside storage include any language indicated in the "Reason for Hold" block of the Vehicle Storage Receipt stating "Crime Scene Processing," "Fingerprinting," "Latents," "Lab Processing," or any other words detailing a need to store a vehicle inside. Once the necessary processing is completed and the hold is released, the selected Proposer may, at its option, keep the vehicle stored inside; however, only outside storage rates may be charged after the release of the hold.

F. Protection of Vehicles and Property

In addition to the responsibility of providing security for impounded vehicles, the selected Proposer shall assume responsibility for any articles of value left in the vehicle and listed on the vehicle storage receipt. The selected Proposer agrees to replace any such article upon verification of the loss by the designated investigative agency. If, in the opinion of the Miami-Dade Police Officer at

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the scene, the vehicle requires special weather protection, the officer will so note it on the vehicle storage receipt and the selected Proposer shall be required to completely cover the car with a weatherproof material and shall be allowed to charge the sum of 50¢ per day for this service. Vehicles requiring special weather protection will not be charged for inside storage unless inside storage is specified on the Vehicle Storage Receipt, or authorized by the Vehicle Research Unit.

G. Attendant on Duty

The selected Proposers shall make available on a twenty-four (24) hour basis attendants and equipment for immediate response to calls for service from the Miami-Dade Police Department. In addition, the selected Proposers shall have adequate personnel to staff the storage facility and office from 8:00 a.m. to 6:00 p.m., 7 days a week, for the purpose of releasing vehicles to owners. The selected Proposers shall provide on-call personnel to release vehicles between 6:00 p.m. to 8:00 a.m., at the request of the Miami-Dade Police Department Communications Shift Commander, for emergency purposes only. Selected Proposers shall provide a visible sign on the outside of their facility(ies) indicating the hours of operation.

a. Holidays

Notwithstanding the above requirements, three holidays will be recognized as days the selected Proposer can close and still charge for storage: Thanksgiving Day, Christmas Day, and New Year's Day. Selected Proposers that elect to close on these holidays shall provide access to vehicle owners that attempt to claim their vehicles. A sign shall be posted outside selected Proposer's business with a telephone number, to reach the selected Proposer to respond and release vehicles to owners, during what would have been regular business hours on these holidays.

H. Impounding Vehicles

The selected Proposers shall impound such vehicles as requested by the police officer on duty at the scene. The police officer on duty shall have sole authority to determine when a vehicle should be impounded and the tow truck operator shall abide by the decision of the police officer.

I. Location Changes of Impounded Vehicles

The selected Proposers shall not change the type of storage (inside or outside) without written instructions from the Miami-Dade Police Department. The selected Proposers shall not change the storage facility location without written permission from the Miami-Dade Police Department. The storage location for each vehicle shall be approved by the Miami Dade Police Department. In no case shall an owner/representative be required to respond to any other location to obtain possession of a vehicle.

J. Impound Reports & Owner Notification

The police officer on duty at the scene is responsible for obtaining the information required on the Vehicle Storage Receipt. The wrecker driver shall not remove a vehicle from the scene without a copy of the Vehicle Storage Receipt, unless the removal is at the owner's request.

The selected Proposers shall be responsible for notifying the registered owner or agent of the location of the vehicle within forty-eight (48) hours of impoundment, by certified mail, if the owner's identity has been supplied on the Vehicle Storage Receipt. If the owner's identity is not supplied, the selected Proposers shall notify the registered owner or agent as soon thereafter as the information is received in accordance with F.S. 713. The selected Proposers shall maintain a log

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at their place of business listing date, time, and method of notification.

K. Law Enforcement Tow/Hold - Vehicles Seized as Trial Evidence or Forfeiture

Vehicles impounded as trial evidence or forfeiture that will be moved to special location pursuant to Miami-Dade Police Department instructions may be stored for a period of up to ten (10) work days at a storage charge not to exceed \$5.00 per day. The towing charge, per tow, will not exceed \$44.00. (These rates apply only to vehicles that are placed on hold except when released pursuant to a court order. Any vehicle or property placed on hold for investigative or forfeiture purposes, will be considered a law enforcement tow and will remain at the law enforcement rate regardless if returned to the owner/lien holder.) Law Enforcement Tow status may be placed on a vehicle retroactive to the date towed, if it is within 48 hours from the time the vehicle was towed. Saturdays, Sundays and legal holidays shall not be included as part of the ten (10) day period and/or the retroactive period. No vehicles on hold at the Selected Proposer's facility shall exceed a ten-workday hold period without written authorization from the Vehicle Research Unit.

When vehicles are towed for investigative purposes to a remote facility, such as the Medical Examiners office, district station, etc., it shall be the responsibility of the original selected Proposer to perform the second tow.

The Administrative Fee paid to Miami-Dade County will not be assessed on vehicles relocated to a County storage facility, unless the vehicles are returned to the owner/lien holder.

L. Secondary Tows

The rate for a Secondary Tow (a tow from the selected Proposer's storage facility to another location) shall not exceed the rate approved by the County for the initial tow. No County Administrative Fee shall be assessed for secondary tows.

1. Disposal of Vehicles Designated for Mandatory Destruction: When requested by the Miami-Dade Police Department, Vehicle Research Unit (VRU), the selected Proposer(s) shall dispose of contraband vehicles, stored at VRU special locations, in accordance with the following mandatory guidelines:
 - a. The Proposer will be given a Miami-Dade County, Affidavit of Law Enforcement Officer, on each unidentifiable vehicle requiring complete destruction. The form will be completed by the VRU. No parts of any kind may be removed from the vehicle.
 - b. The unidentifiable vehicle will be advertised by VRU at no cost to the Selected Proposer. Once the advertisement is completed VRU will schedule an appointment with the Selected Proposer and the unidentifiable vehicle/or parts will be taken to the lid compactor/crusher.
 - c. The entire vehicle and/or parts must be destroyed by the lid compactor/crusher, with the exception of the gas tank and tires. VRU will view the final crushing of the entire vehicle and/or parts.
 - d. The towing and disposal of vehicles designated for mandatory destruction shall be done at no cost to the County. The Selected Proposer, as remuneration for this work,

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may accept from the lid compactor/crusher the scrap value of the destroyed vehicle.

M. Releases

The selected Proposer shall promptly release any vehicle which has not been marked "HOLD", providing the proper proof of identification and ownership is presented. Any vehicle towed in, which is marked "HOLD", shall not be released without written authority from the Miami-Dade Police Department.

Any vehicle towed in at the request of the Miami-Dade Police Department shall only be released by the selected Proposers to the following:

1. The owner with sufficient identification;
2. The person whose name appears on the title or registration certificate as the registered owner of the vehicle; or
3. The authorized agent of such person.
Persons who make application for the release of such vehicle shall be required to present a notarize letter of authorization from the owner and proof of ownership by presentation of a title or registration, or when applicable, proof of agency.
4. A vehicle release form signed by the lead detective assigned to the investigation.

When the foregoing conditions cannot be met because of unusual or extraordinary circumstances, the selected Proposers shall notify the following staff units of the Miami-Dade Police Department which are authorized to approve the release:

1. Vehicle Research Unit officer
2. Property and Evidence Bureau (On-duty Supervisor)

The selected Proposers shall not release vehicles with outstanding charges without prior permission from the Vehicle Research Unit Supervisor. For an owner's request tow, the selected Proposers shall obtain on the invoice the name and badge number of the police officer requesting towing services.

The Selected Proposer shall advise the Vehicle Research Unit in writing of all vehicles which are left with "HOLDS" for over (5) days. No vehicle with a "HOLD" is to be sold at auction until the hold period has expired. The Selected Proposer will adhere to F.S.S. 713.78, for final disposition of the vehicle.

- N. If a selected Proposer is presented with a court order, power of attorney, or next of kin letter they must immediately contact the MDPD's, Property and Evidence Bureau, Vehicle Research Unit (VRU) at 471-2900 and speak to the VRU Sergeant or higher within one hour of receiving the order during the weekdays between the hours of 8:00 a.m. – 5:00 p.m. If the order is received after business hours, weekend, or a holiday; the selected Proposer representative must contact the Property and Evidence Bureau by 9:00 a.m., on the next business day.
- O. If a selected Proposer is presented with a vehicle release form by MDPD authorizing someone than

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the owner to retrieve the vehicle, the selected Proposer is to immediately release the vehicle upon payment by the individual or be subjected to termination under the County tow contract.

P. Disposal of Boats/Watercraft

1. The Miami-Dade Police Department agrees to pay for the disposal of unidentifiable abandoned boats/watercraft at the County's prevailing rate if this disposal is performed at the North or South Miami-Dade Solid Waste Land Fill Facility.

The Selected Proposer shall adhere to the following guidelines:

- a. The boat/watercraft must be impounded at the request of the Miami-Dade Police Department and recorded on the Department's Vehicle Storage Receipt.
- b. The requirements and guidelines of Florida State Statute 713.78, as they relate to boats, must be complied with prior to disposal.
- c. An Affidavit of Law Enforcement Officer must be completed by the MDPD Vehicle Research Unit (VRU) staff or Auto Theft Detective. In each case, the certificate must be reviewed by the VRU supervisor, before release to the Selected Proposer.
- d. The disposal voucher must be completed, approved, and signed by the VRU supervisor prior to delivery of the boat to the solid waste facility. The voucher and the Law Enforcement Affidavit will be submitted for signature to the appropriate Solid Waste Facility personnel by the wrecker company. The wrecker company's copy will be retained by the tow truck driver.

2.6 REPORTS AND FILES

The selected Proposers shall maintain at the place of business the following:

- A. A Miami Dade Police Vehicle Storage Receipt of each impounded vehicle on the premises. These receipts shall be maintained in a file or on a clipboard separate from all other agencies.
- B. A log of all calls for service by the Miami-Dade Police Department on a monthly basis.
- C. A notification log indicating date, time, and method of notification to the registered owner of an impounded vehicle.
- D. A continuing log by month of all vehicles which have remained unclaimed for thirty (30) days or more. The selected Proposers shall forward a copy of this log to the Vehicle Research Unit on the first Monday of each month, and that said files and logs will be available for inspection and checking during normal working hours by the Vehicle Research Unit.
- E. An accounting of all Administrative Fees which are owed Miami-Dade County.
- F. County vehicle tows shall be clearly marked in a conspicuous location with a yellow grease pencil

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M.D.P.D. Case Number, e.g., PD0511061234, and date towed, e.g., 1-28-98, and towing service inventory number.

- G. An entry log must be maintained by each Proposer at the secure storage site. Anyone entering the area for any reason, including employees, must make an entry on this log with the date and time of entry and an explanation of the reason for entry.

2.7 COMPLAINTS AND DISPUTES

Any complaints received by the Miami-Dade Police Department concerning misconduct on the part of the selected Proposers, including but not limited to excessive charges, poor business practices, damage to vehicles, etc., will be referred to the Miami-Dade Police Department Vehicle Research Unit for follow-up by the appropriate County agency.

The Vehicle Research Unit will notify the selected Proposers of any complaints within five (5) working days of receipt of any such complaint. The selected Proposers shall have the right to respond to all complaints or provide any additional information within twenty (20) working days after notification by the Vehicle Research Unit. The selected Proposers shall furnish all information requested by the Vehicle Research Unit for investigation of the complaint within five (5) calendar days of the request.

The disposition of all complaints by the Vehicle Research Unit shall be final and binding (except as provided below) and the selected Proposers shall satisfy all portions of any sustained complaint within twenty (20) working days of receipt of written notification of the final disposition of the complaint.

Within five (5) calendar days of receipt of written notification of the VRU's decision, selected Proposers may appeal any dispositions of any complaint to the Commander of the Miami-Dade Police Department Property and Evidence Bureau. The Commander may conduct a hearing in which all relevant evidence, including hearsay evidence, may be considered. The Commander will issue a written decision to the selected Proposers.

The selected Proposers agree to forward to the County Manager any complaints concerning the Miami-Dade Police Department.

Any complaints concerning thefts from an impounded vehicle shall be investigated by the Miami-Dade Police Department District Station or local municipal police department serving the facility with the impounded vehicle. In response to a theft of or from an impounded vehicle, the selected Proposers shall comply with subsection 2.5.F, Protection of Vehicles and Property.

2.8 RESOLUTION OF COMPLAINTS

The selected Proposers shall make all reasonable attempts, as determined by the County, to resolve all complaints to the satisfaction of all parties. If all attempts to resolve a complaint fail, the complainant must be referred to the Miami-Dade Vehicle Research Unit.

2.9 VIEWING OF IMPOUNDED VEHICLES/Removal of Personal Possessions

The selected Proposers shall allow the registered owner of an impounded vehicle or the registered owner's agent or insurance representative (upon presentation of proper identification) to view and photograph said vehicle on the selected Proposers' premises between the hours of 8:00 a.m. and 6:00 p.m., 7 days a week, without any restrictions or requirements, other than proof of ownership or agency. If such proof of ownership is claimed to be in the vehicle, the selected Proposer shall retrieve those

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items.

All selected Proposers shall permit every vehicle owner or authorized representative to inspect the towed vehicle immediately upon his/her arrival at the storage site and before payment of any charges.

The vehicle owner or his/her authorized representative shall be permitted to remove from the vehicle any and all personal possessions inside but not affixed to the vehicle, including but not limited to radios and telephones, and all selected Proposers shall assist any vehicle owner/agent in doing so. No release or waiver concerning payment of towing and storage shall be required as a condition of release of personal property.

NOTE: The above provisions regarding the inspection, viewing and photographing of a towed vehicle and the release of personal property do not apply to vehicles marked "HOLD" by the Miami-Dade County Police Department. Upon release of the "HOLD" by the MDPD the above provisions would become applicable.

The selected Proposers' responsibility for providing services under this RFQ does not end until the vehicle is permanently removed from the selected Proposers' facility.

2.10 RATE STRUCTURE

The applicable tow rate structure (Class "A", "B", "C", "D" or Slide Back Carriers) shall depend upon the requirements of the vehicle to be towed, rather than the actual tow truck used; e.g., if a Class "B" wrecker is used to tow a sedan, the Class "A" rate structure shall be the basis for charges imposed. The Selected Proposer must carry these rates in a clear, legible format in each tow truck for the purpose of making the rates available for public review. Such notification shall also be affixed to or printed on each invoice submitted to the owner/agent of the towed vehicle.

The fees listed below shall be fixed fees and the only fees charged to the vehicle owner or the vehicle owner's authorized representative on all Miami-Dade Police Department originated requests for a wrecker, regardless of whether it was a police initiated action or "at the owner's request". **All police initiated tows including "at owner's request" will be charged the ADMINISTRATIVE FEE TO THE COUNTY.**

There are no exceptions to the rates shown in this RFQ. If, during the term of any contract as a result of this RFQ, the Consumer Services Department (CSD) of the County approves (i.e., CSD or BCC approval) a rate increase for police tows, the rates applicable herein may be adjusted accordingly, without additional negotiations or Board of County Commission approval. Any rate increase authorized by the County will not affect any law enforcement tows that had been placed on hold.

The Rate Structure shall prevail from the time of call by the Miami-Dade Police Department and impoundment, throughout the first twenty-one (21) days of impoundment, after which the selected Proposers may charge the posted prevailing storage rates at their facilities. However, after the first twenty-one (21) days of impoundment, selected Proposers' rates shall not exceed the Rate Structure in this RFQ by more than \$5.00 per day. Vehicles on Miami-Dade Police Department "HOLD" shall be exempt from this increase.

The rates shall remain firm and fixed for the term of the Contract, including any option or extension periods, unless changed by the County (i.e., approval by CSD or Miami-Dade Board

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of County Commissioners, as applicable.

Below are the fixed rates permitted under this RFQ:

	<u>ITEMS DESCRIPTION</u>	<u>RATE</u>
A.	Storage Rates or Charges (Per 24 hour period after the first free six hours)	
	(1) Inside-Interior	
	(a) Motorcycles or Scooters	\$ 12.00
	(b) Any vehicle less than 20 feet in length and 8 feet in width	\$ 25.00
	(c) Any vehicle over 20 feet in length	\$ 40.00
	(2) Outside-Exterior	
	(a) Motorcycles or Scooters	\$ 10.00
	(b) Any vehicle less than 20 feet in length and 8 feet in width	\$ 20.00
	(c) Any vehicle over 20 feet in length	\$ 30.00
	(3) Boat and Trailer (Owner's Unit)	
	(a) Unit under 20 feet in length	\$ 20.00
	(b) Unit 21 feet to 35 feet in length	\$ 35.00
	(c) Unit over 35 feet in length	\$ 45.00
B.	Tow Rate Class "A" Tow Truck and Class "A" Car Carrier, including:	\$ 97.00
	(1) First 10 miles or any fraction	
	(2) First 30 minutes at the scene	
	(3) Unlocking door	
	(4) Dropping/hooks up linkage	
	(5) Wheel lift equipment	
	(6) Use of Dolly	
C.	Tow Rate Class "B" Tow Truck including:	\$165.00
	(1) First 10 miles or any fraction	
	(2) First 30 minutes at the scene	
	(3) Unlocking door	
	(4) Dropping/hooks up linkage	

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(5) Under reach equipment

D. Tow Rate Class "C" Tow Truck including: \$235.00

- (1) First 10 miles or any fraction
- (2) First 30 minutes at the scene
- (3) Unlocking door
- (4) Dropping/hooking up linkage
- (5) Removal of air dams, shafts or axles
- (6) Air hookup
- (7) Under reach equipment

E. Tow Rate Class "D" Tow Truck, including: \$300.00

- (1) First 10 miles or any fraction
- (2) First 30 minutes at the scene
- (3) Unlocking door
- (4) Dropping/hooking up linkage
- (5) Removal of air dams, shafts or axles
- (6) Air hookup
- (7) Under reach equipment

F. Tow Rate Class "B" or "C" Car Carrier, including: \$165.00

- (1) First 10 miles or any fraction
- (2) First 30 minutes at the scene
- (3) Unlocking door
- (4) Dropping/hooking up linkage

G. Use of selected Proposers' Boat Trailer, any length, including storage, Per Day:

- (1) Trailer up to 18 feet in length \$ 50.00
- (2) Trailer 18 to 30 feet in length \$ 75.00
- (3) Trailer over 30 feet in length \$150.00

H. Special and additional charges

a. Extra labor or extra waiting time after the first 30 minutes at the scene, per 15 minute increment

- 1. Class "A" tow truck or Slide Back Car Carrier \$ 24.25
- 2. Class "B" tow truck or Class "B" or "C" Car Carrier \$ 41.25
- 3. Class "C" tow truck \$ 58.75

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4.	Class "D" tow truck	\$ 75.00
b. Extra truck, when required, per 15 minute increment		
1.	Class "A" tow truck or Slide Back Car Carrier	\$ 24.25
2.	Class "B" tow truck or Class "B" or "C" Car Carrier	\$ 41.25
3.	Class "C" tow truck	\$ 58.75
4.	Class "D" tow truck	\$ 75.00
c. Additional mileage charge (each additional mile or fraction, after the first 10 miles)		
1.	Class "A" tow truck or Slide Back Car Carrier	\$ 3.00
2.	Class "B" tow truck or Class "B" or "C" Car Carrier	\$ 3.50
3.	Class "C" tow truck	\$ 4.50
4.	Class "D" tow truck	\$ 5.50

NOTE: Rates for the use of equipment not covered in this RFQ (e.g. tractors, cranes, etc.) shall be charged at the actual cost to the selected Proposers. There will be no add-on charges by the selected Proposers.

- I. Charges for recovery of any vehicle or property
for salt or fresh water, per hour
- | | | |
|----|--|----------|
| 1. | Class "A" tow truck or
Slide Back Car Carrier | \$ 97.00 |
| 2. | Class "B" tow truck or
Class "B" or "C" Car Carrier | \$165.00 |
| 3. | Class "C" tow truck | \$235.00 |
| 4. | Class "D" tow truck | \$300.00 |
- J. Law Enforcement Tow (Any vehicle or property placed on hold for investigative or forfeiture purposes, will be considered a law enforcement tow.)
- | | | |
|----|---|----------|
| 1. | Tow Charge (Regardless of classification) | \$ 44.00 |
|----|---|----------|

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|---|----------|
| 2. Storage charge, per day,
during period of Hold | \$ 5.00 |
| 3. Secondary Police tow charge
(Tow from selected Proposers' lot to Police lot) | \$ 44.00 |
| K. ADMINSTRATIVE FEE TO THE COUNTY
Per tow, in addition to the towing charge, including
"at owner's request." The administrative fee will be
excluded on all Law Enforcement tows. | \$ 15.00 |
- L. Any other charges as may be required by Florida Statute or by Out-of-State agencies or by a local tag agency pursuant to Section 2.11 of the Scope of Services.

2.11 SPECIAL AND ADDITIONAL CHARGES

- A. Waiting time and extra labor: Cost of any waiting time or extra labor (i.e., retrieving parts and/or vehicles, special handling) accomplished within thirty (30) minutes of arrival at the scene shall be included in the base tow rate. After the first thirty (30) minutes, extra labor and/or extra waiting time may be assessed in accordance with this RFQ's Rate Structure for those items.

For any extra waiting time or extra labor charge, authorization must be made by the on-duty officer at the scene, whenever possible, and so indicated in writing on the Vehicle Storage Receipt.

In the event a selected Proposer is called to the scene of an incident requiring extensive on-scene investigation (over one hour), the driver will notify the OFFICER IN CHARGE that the wrecker is accruing additional waiting time charges. The driver will advise the officer that if requested by the officer, the driver will return to his base and await a re-call at the conclusion of the investigation. The officer will decide whether to keep the wrecker on the scene or re-call it at a later time

- B. Underwater Recovery Salvage Divers (Divers Employed by selected Proposers):

All submerged vehicles and property **require** an underwater investigation and are considered a crime scene. As such, only an Underwater Recovery Unit (URU) Diver is authorized to remove said vehicles or property. A selected Proposer will not remove the vehicle or property until contact has been made with the URU Unit via the Communications Bureau Shift Commander.

- C. No charges shall be imposed other than those specified in the rate structure in this RFQ, except as follows: A maximum charge not exceeding \$27.00 (not as an automatic "add-on", but only when required to comply with Florida Statutes) may be imposed by the Selected Proposer for administrative services, processing of paperwork, clerical work or title research. Administrative charges refer to and include verification of Public VIN; search of vehicle for ownership information; preparation of paperwork required by Florida Statutes (F.S.); preparation and mailing of the notification letter(s) to vehicle owner; and preparation of vehicle for auction, including notification to owner and/or lien holder as the case may be.

Actual fees required by out-of-state agencies may be added to the above charge. The actual fees required by local Tag Agencies may be added to the above charges, but shall not exceed \$2.00 per vehicle.

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Rates are applicable from the day the vehicle arrives at the facility to the day the vehicle leaves the facility (notwithstanding the provisions of subsection 2.13, "Billing"), regardless of who picks up the vehicle, e.g. the owner or the owner signs the vehicle over to an insurance company. On a tow out of the selected Proposers' facility, no charges may be imposed such as special inspection or release charges and administrative fees.

- D. When requested by the Miami-Dade Police Department Vehicle Research Unit, selected Proposers shall deliver a vehicle, vessel, or other item to the Miami-Dade Police Department Special Holding lot and when a set time is established for such delivery and the Selected Proposer does not respond within thirty (30) minutes after the set time, the selected Proposers may be liable for payment of waiting time to Miami-Dade County. Any charge for such waiting time shall commence thirty (30) minutes after the agreed delivery time and shall be at the same rate as that indicated in the rate structure under sub-section 2.10.H.A. to a maximum of 3 hours. Such charges may be waived if the Vehicle Research Unit is notified of any reasonable delay, as determined solely by the County, at least one (1) hour prior to the agreed delivery time.

If the selected Proposers are requested to deliver any vehicle, vessel, or other item to the Special Holding Yard on a specific date and cannot comply, storage charges will stop on that day unless otherwise authorized by the Miami Dade Police Department Vehicle Research Unit.

- E. The selected Proposers shall not charge a fee, e.g. "Gate Fee," for allowing the owner/agent to remove the released vehicle from his/her property or the Selected Proposer moving the vehicle to a location where the owner/agent can take possession of the vehicle.
- F. When it is necessary for a selected Proposer to use specialized equipment (e.g. tractor, crane, etc.) to complete a tow, the MDPD police supervisor at the scene must approve the use of the specialized equipment prior to the selected Proposer requesting the equipment.

2.12 Payment for Services

All selected Proposers must prominently post, in the area designated for the vehicle owner or his authorized agent to transact business, a notice in letters not smaller than 1/2" in height, advising the owner/agent of his/her right to request and review a complete schedule of the charges and rates, for towing services provided at police request, for the jurisdiction within which the police order to tow was made. Such notification shall also be affixed to or printed on each invoice submitted to the owner/agent of the towed vehicle.

All selected Proposers shall advise any vehicle owner or authorized representative who calls by telephone prior to arriving at the storage site of the following:

- a. each and every document or other thing which must be produced to retrieve the vehicle;
- b. the exact charges as of the time of the telephone call and the rate at which charges accumulate after the call;
- c. the acceptable methods of payment;
- d. the hours and days the storage site is open for regular business.

All selected Proposers shall accept payment for charges from the vehicle owner or authorized representative in any of at least two of the following forms:

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- a. cash, money order or valid traveler's check;
- b. any valid bank credit card; or
- c. valid personal check showing on its face the name and address of the vehicle owner or authorized representative.

All Contactors shall display, on the same sign as the rate schedule notice required above, the following statement:

TO THE VEHICLE OWNER

If you believe that you have been overcharged for the services rendered, you may contact the Miami-Dade Police Department's Vehicle Research Unit, at 471-2900. You do not have to pay your bill to get your car. Instead, you have the right to post a bond in the Circuit Court, payable to **(the name of the selected Proposer that provided the service)**, in the amount of the final bill for services rendered, and file a complaint within five (5) days of the time you have knowledge of the location of the vehicle, and the Court will decide later who is right. If you show us a valid Clerk's certificate showing that you have posted a bond, we must release your vehicle to you immediately. This remedy is in addition to other legal remedies you may have. Florida Statutes 713.76, 713.78.

All Administrative Fees due the County shall be paid to the County on or before the 5th day of each month (excluding holidays and weekends), or the first business day following a holiday or weekend, following the month in which the Fees were collected. The payment shall be delivered to the Vehicle Research Unit at the MDPD headquarters. The check shall be made out to the "Board of County Commissioners."

2.13 Billing (On All MDPD Originated Requests)

Any invoices submitted for payment to the Miami-Dade Police Department for services rendered to MDPD under this RFQ, will be approved and signed by an officer of the Vehicle Research Unit. The Department shall not be liable for outstanding bills (over 30 days) that have not been signed by an officer from the Vehicle Research Unit.

The selected Proposers shall itemize all bills in a clear, concise manner and utilize the MDPD case number on all bills. In the event a MDPD case number is not issued, the selected Proposers shall insert "at owner's request" in the applicable space. The selected Proposers' bill must include the Administrative Fee paid to Dade County.

A typical bill (invoice), Attachment H to this RFQ, has been included with these documents indicating thereon the necessary information that will be included on all bills involved with tow truck services. MDPD reserves the right to require the selected Proposers to Modify their invoice to comply with the typical invoice included herein if in the opinion of the MDPD the selected Proposers' invoice does not contain all required information. THE BILL MUST BE COMPLETELY FILLED OUT.

2.14 Responsibility for Payment

The County shall not be responsible for payment of charges imposed by the selected Proposers in accordance with this RFQ. If the vehicle is not awarded to the County and is released back to the owner, the owner shall be responsible for paying the towing and storage charges at the rates stated in

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this RFQ.

2.15 Selected Proposer's Employees

Selected Proposers' employees who provide services under this RFQ shall be fingerprinted, photographed and issued an identification card by the Miami-Dade Police Department. The identification cards shall be renewed annually. Employees must have their identification cards available for inspection by the Miami-Dade Police Department at all times.

All expenses for fingerprinting, photographing and identification cards, including renewal, shall be borne by the selected Proposers.

2.16 Emergency Rescue Services

When it becomes necessary to extricate a trapped patient from a vehicle or other encumbrance, the County may use its discretion and request the services of a wrecker company that is at the scene or closest to the scene and has the necessary equipment to perform the work. The wrecker company may be a selected Proposer from another zone or from the same zone, but not on the current rotation; or a company that is not a selected Proposer.

A. Notification

When a wrecker company towing under the Miami-Dade Police (MDPD) is required, the request will be made through the MDPD Communications Bureau by the police officer on the scene. Officers must request the size and type of equipment needed at the time of the initial request. In the event that MDPD is not on the scene, the Fire Officer will transmit this request to the Fire Alarm Office. All transmissions shall include the statement; "we have a patient trapped."

B. On Scene Operations

1. The on scene operations shall be directed by the ranking Miami-Dade Fire Rescue Department Officer in command of the incident until all victims are extricated and all hazards have been mitigated. Once these actions have been completed the scene is under the direct control of the ranking Miami-Dade Police Department Officer on scene.
2. Once the emergency service (facilitating the extrication of a trapped victim) is completed, the towing away of the vehicle(s) shall be done in accordance with the provisions of this RFQ.

C. Response Time and Delays

Rapid response time is a critical factor in emergency rescue services. The County, in its sole determination, may decrease the required response time in subsection 2.5.B, but at no time shall the selected Proposer take longer than twenty (20) minutes to respond to a request for emergency rescue service. When a request for emergency rescue service is made, the selected Proposer must notify the Miami-Dade Police Department Communications Bureau of a delay or inability to respond. The Miami-Dade Police Department, at its sole discretion, may cancel a request for service and use the services of another company.

D. Payment

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Payment for emergency service will be from the time of arrival on the scene until the police officer on the scene or, in the absence of a police officer, the fire officer on the scene releases the driver. The selected Proposer shall be paid for emergency rescue services in accordance with the rate structure in this RFQ. A company that is not a selected Proposer shall be paid in accordance with the County's ordinance on towing rates.

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EVALUATION/SELECTION PROCESS

4.1 DISTRICT PLACEMENT

The overall goal of this RFQ is to select at least two Proposers to provide services for each district, while awarding selected Proposers only one district. However, to ensure adequate coverage and to have at least two selected Proposers in a district, which is the primary goal, the County reserves the right to award more than one district to a selected Proposer. Further, to accomplish the secondary goal of awarding only one district per selected Proposer except to the extent necessary to accomplish the primary goal, the County reserves the right to limit the number of districts a selected Proposer is awarded.

The following shall be used as a guideline by the County for determining placement into a district.

1. Each Proposer may submit its qualifications for up to three districts.
2. Each Proposer shall determine its order of preference for applied districts:
 - a. Proposers first choice
 - b. Proposers second choice
 - c. Proposers third choice
3. If a district has more than two responsive proposers that designate that district as their first choice, the County will use the random drawing process (as defined below) to rank the firms in order to determine the top two firms which will be inspected for an award recommendation for that district.
4. If a district has only two responsive Proposers that designate that district as their first choice, both firms will be inspected for an award recommendation for that district.
5. If a district has only one responsive Proposer that designates that district as Proposers first choice, the firm will be inspected for an award recommendation for that district. For the assignment of the second firm to that district, the County will then evaluate all Proposers that designated that district as their second choice. If there is only one firm that designated the district as their second choice, the firm will be inspected for an award recommendation for that district. If there is two or more Proposers that designated that district as their second choice the County will use the random drawing process to determine the second firm that will be inspected for an award recommendation for that district.
6. If a district does not have any firm designating that district as their first choice, the County will repeat the above process defined in 3, 4, and 5 for firms that designated the district as their second choice wherein the reference to "first" choice is replaced by "second" and the reference to "second" is replaced by "third".
8. The County reserves the right to move a Proposer that is recommended for award from another district into any district based on the location of that Proposer's facility in proximity to the district requiring additional awarded Proposers or based on the County's best interest, as determined by the County.

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Note: Proposers placed in a district as noted above, must pass the Miami-Dade Police Department inspection prior to being recommended for award.

4.2 RANDOM DRAWING

As noted above, if required, the County will conduct a publicly held random drawing rank proposals per district. (In order to be placed in a district(s) drawing, Proposers shall meet all minimum requirements.)

A. District Drawing

1. The County will place in alphabetical order a list per district with all Proposers that will take part in the drawing for that particular district. Based on the alphabetical order each Proposer will be assigned a number for the random drawing.
2. The County will then hold a publicly held random drawing for the districts that have more than two Proposers that meet the minimum requirements for that district.
3. The County shall draw names/numbers until all vendors have been drawn. All vendors will be placed on a list in the order in which they were drawn. Proposers designated by the random drawing to be one of the two proposers recommended to a district, shall pass inspection prior to final award recommendation. If a vendor fails the inspection, the County will select the next vendor on the list by the order of the drawing, to be inspected and recommended for award to the District. If needed, the county will follow this process until there are no more vendors remaining on the list.

4.3 INSPECTIONS

The County shall only inspect the designated top two Proposer's for each district. It is the responsibility of the Proposer to be completely ready for this inspection and to have all items identified herein and in Attachment B, Minimum Qualifications Package prepared for inspection, as this inspection will determine whether the Proposer meets the qualification requirements.

Should any firm not pass its inspection, the County will proceed to the next highest ranked firm, if available.

4.4 DESIGNATION/MOVEMENT

Movement of selected Proposers between districts by the County may continue after award of a contract as a result of this RFQ, to meet the goals of this RFQ and the County's needs. Notwithstanding the guidelines stated herein, the County may assign a selected Proposer to another district at any time, when in the sole determination of the County, it is in the County's best interests.

4.5 CONTRACT AWARD

Any negotiated contract, as a result of the RFQ, will be submitted to County Manager or designee for approval. **All Proposers will be notified in writing when the County Manager or designee makes an award recommendation.** The Contract award, if any, shall be made to the Proposer whose proposal shall be deemed by the County to be in the best interest of the County. The County's decision to make the award and which proposal is in the best interest of the County shall be final.

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ATTACHMENT B

PROPOSER'S AFFIDAVIT THAT IT MEETS MINIMUM QUALIFICATIONS

Proposers must meet all the minimum qualifications in this Attachment B as of the proposal due date in order for their proposal to be considered for evaluation. All Proposers must submit a completed Attachment B with their technical proposal. Failure to submit a properly completed and signed Attachment B will result in the Proposer being deemed non-responsive. There are no exceptions to this requirement. Attachment B must be signed by an officer of the Proposer and must be either notarized or, in the instance of a corporation, must have the Proposer's corporate seal affixed.

District(s) _____

Office Facility Location _____

Please place an "X" in the "Yes" column if the Proposer meets the minimum qualification; place an "X" in the "No" column if the Proposer does not meet the minimum qualification.

The following are minimum qualifications for this RFQ No.:

	YES	NO
A. Proposers must have a current towing license registered as "non-consent", issued by the Miami-Dade Department of Consumer Services, as of the due date for proposals for this solicitation.	_____	_____
B. Proposers' facilities must be located within the district for which they are proposing, or within three (3) roadway miles (as determined by the County) of the district.	_____	_____
C. Proposers must meet the following <u>Office and Storage Facilities Requirements</u>		
1. Proposers must have a place of business that includes an office, inside storage and outside storage areas. The storage facilities must be contiguous to one another; storage facilities located across the street and clearly visible from the selected Proposer's office are acceptable.	_____	_____
2. The office must be a permanent structure (no temporary trailers, mobile homes, etc.) and must include a business telephone, restroom facility, and customer waiting area which must be able to accommodate seating for a minimum of three customers.	_____	_____
3. The office and storage facility must be separate from any other business or enterprise.	_____	_____
4. All storage facilities must be secured from unauthorized entry at all times.	_____	_____
	YES	NO
5. The office and all storage areas must be easily accessible to the general		

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public, and the office shall have the business name and complete mailing address on the front of the building. _____

6. All office and storage facilities must not be in violation of any applicable zoning regulations. _____

7. Proposers must have a 2-way radio communication system. The communication system must be between the Proposers' base station and all tow and service trucks required by the RFQ, as specified in the RFQ and this Attachment B, subsection D.1.f. The Proposers and their personnel shall not carry or install in any motor vehicle or at their place of business, any frequency modulation radio receiving messages or signals on frequencies assigned to Miami-Dade or municipal police or fire departments. _____

8. OUTSIDE STORAGE

- a. Proposers must have outside storage for a minimum of 100 vehicles that can be designated for sole use by Miami-Dade Police Department (MDPD) (at least 60 of the spaces should accommodate full-size vehicles). _____

The outside storage must:

- (1) be secured with a chain-link or solid-wall type fence at least 6 feet in height., and; _____
(2) have adequate drainage to prevent standing water after rainstorms (asphalt, gravel, etc.). _____

Note: If a selected Proposer has towing contract with any other public agency in addition to Miami-Dade County, the selected Proposer must have separate spaces to place towed vehicles inside and outside their facility for each space required under all their contracts combined. For example: If a contract for a city (1) requires 50 spaces, contract for city (2) requires 100 spaces, and contract for city (3) requires 100 spaces, selected Proposer should have a total of 250 spaces in addition to the space the County requires by the proposal due date. Please refer to Article VII (Sec. 33-122.1) of the Florida Statutes, "Minimum standards for parking spaces for buildings that have received a certificate of use or occupancy". At minimum parking spaces should have:

Compact size parking stalls: (7.5'x15') = 112.5 Sq.

9. INSIDE STORAGE

- a. Proposers must have a completely enclosed inside storage area for a minimum of 3 vehicles that can be designated for sole use by MDPD. The structure must provide complete protection from weather

and unauthorized entry. All access to said structure must be capable

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of being secured when required by MDPD.
The inside storage must:

- | | | | |
|-----|--|-----|-----|
| (1) | be capable of being secured and kept clean; | ___ | ___ |
| (2) | have paved floor, i.e., concrete or asphalt; | ___ | ___ |
| (3) | have a working area of 12' x 20' per vehicle with at least an 8' ceiling; | ___ | ___ |
| (4) | have electrical lighting source sufficient to permit processing of vehicles; | ___ | ___ |
| (5) | have a properly functioning ventilation system; | ___ | ___ |

Inside storage facilities shall have a fixed powered commercial type ventilation system capable of exhausting vehicle emissions to the outside air, either by roof or wall mounted means. Devices such as portable fans/air conditioners etc. attached temporarily or permanently to windows or walls are not acceptable.

- | | | | |
|-----|--|-----|-----|
| (6) | not be located on the physical plant (grounds) of another business; i.e., inside storage must be located inside the physical plant of the Proposer's business; | ___ | ___ |
| (7) | be capable of being designated for the exclusive use of MDPD; | ___ | ___ |
| (8) | be a permanent "weather tight" structure, and; | ___ | ___ |
| (9) | have a hydraulic lift | ___ | ___ |

Inside storage facilities shall have a minimum 8000lbs capacity hydraulic lift, securely affixed to the floor and able to lift a vehicle off the ground. The lift must be able to be activated by electromechanical means and not be merely by hand cranking.

D. Proposers must meet the following EQUIPMENT REQUIREMENTS

1. WRECKERS

- | | | | |
|----|---|-----|-----|
| a. | All wreckers must be in good working order, completely hydraulic, registered with the State of Florida Department of Motor Vehicles and must have appropriate licenses to operate as wreckers. | ___ | ___ |
| b. | All wreckers must display the Proposer's valid towing license number (TL number) issued by the Miami-Dade Consumer Services Department on both sides of the vehicle in commercially lettered characters at least three (3) inches high, permanently affixed to the vehicle. | ___ | ___ |
| c. | All wreckers must display the Proposer's name on the driver and | | |

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passenger side of the vehicle in commercially lettered characters at least three (3) inches high, permanently affixed to the vehicle. No other company name shall be displayed anywhere on the vehicle. If the vehicle cannot accommodate the name on the driver and passenger side, the placement of the name must be displayed in compliance with the requirements of the Miami-Dade Consumer Services Department.

- d. All wreckers must display the Proposer's address and telephone number on the driver and passenger side door of the vehicle in commercially lettered characters at least one (1) inch high, permanently affixed to the vehicle.
- e. All wreckers must display, in accordance with the County Code, a current decal issued by the Miami-Dade Consumer Services Department.
- f. Proposers shall maintain the following minimum number of vehicles (Proposers may substitute a vehicle one (1) class and type higher than that required, e.g. Class "B" slide back for a Class "A" slide back):

- 1. Six (6) Class "A" Wreckers
(At least two (2) shall be Class "A" Wreckers and
two (2) shall be Class "A" Slide Back Car Carriers)

*NOTE: Proposers for Zones 5, 6, 7 or 8
(North side/Bay Operations/Miami International*

*Airport) shall have a minimum of one (1) Class "A"
vehicle which can clear a height 6 feet, 6 inches and
must meet same requirements as a Class "A" Wrecker.*

- 2. One (1) Class "B" Wrecker
- 3. One (1) Class "B" Slide Back Car Carrier
- 4. Two (2) Class "C" Wreckers (At least one (1) of which
shall be under reach equipped)
- or
- One (1) Class "D" Wrecker

J. Wreckers must meet the following minimum ratings:

NOTE: The manufacturer's Gross Vehicle Weight (GVW) plate (or Field GVW plate on Glider Kits) will be used to determine what Class a tow truck is. If there have been any modifications to the truck chassis that changes its GVW, documentation from the dealer or manufacturer supporting the

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change must be provided

	YES	NO
1. Class "A" Wrecker:		
(a) Commercially manufactured unit, with a rated capacity of not less than 10,000 pounds, GVW, in accordance with manufacturer's I.D. plate	_____	_____
(b) Cab to axle dimension of not less than 56 inches	_____	_____
(c) Dual rear wheels	_____	_____
(d) Commercially manufactured hydraulic boom with a minimum capacity of 8,000 pounds	_____	_____
(e) Hydraulically operated winch(es) with a minimum total winching capacity of 8,000 pounds	_____	_____
(f) One hundred (100) feet of 3/8 inch steel core cable per winch	_____	_____
(g) Wheel lift with retracted rating of not less than 3,500 pounds and an extended rating of not less than 2,000 pounds	_____	_____
(h) Tow sling or tow bar with a safe lift rating of 3,500 pounds	_____	_____
(i) Two (2) 3/8 inch high test safety chains	_____	_____
(j) One (1) motorcycle sling or equivalent heavy duty nylon cargo straps	_____	_____
(k) Four-way lug wrench	_____	_____
(l) One (1) pair of jumper cables	_____	_____
2. Class "A" Slide Back Car Carrier:		
(a) Commercially manufactured unit, with a rated capacity of not less than 14,500 pounds, GVW	_____	_____
(b) Cab to axle dimension of not less than 102 inches	_____	_____
(c) Dual rear wheels	_____	_____
(d) Seventeen (17) feet or longer hydraulically operated slide back or tilt bed	_____	_____
(e) Hydraulically operated winch(es) with a minimum total winching capacity of 8000 pounds	_____	_____
(f) Fifty five (55) feet of 3/8 inch steel core cable per winch, plus a ten (10) foot chain for extra length.	_____	_____
(g) Two (2) tie down chains, each ten (10) feet in length	_____	_____
(h) Four-way lug wrench	_____	_____
	YES	NO
		YES NO

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- | | | |
|--|------------|-----------|
| (i) One (1) pair of jumper cables | _____ | _____ |
| | | |
| 3. Class "B" Wrecker: | | |
| (a) Commercially manufactured unit, with a rated capacity of not less than 18,000 pounds, GVW, in accordance with manufacturer's I.D. plate (any modifications to increase GVW must be documented by the dealer or manufacturer) | _____ | _____ |
| (b) Cab to axle dimension of not less than 84 inches | _____ | _____ |
| (c) Commercially manufactured hydraulic boom(s) with a minimum total capacity of 24,000 pounds | _____ | _____ |
| (d) Hydraulically operated winch(es) with a minimum total winching capacity of 24,000 pounds | _____ | _____ |
| (e) Two hundred (200) feet of 1/2 inch steel core cable per winch | _____ | _____ |
| (f) Under reach with a retracted rating of not less than 10,500 pounds and an extended rating of not less than 8,500 pounds | _____ | _____ |
| (g) Two (2) 5/16 inch alloy safety chains | _____ | _____ |
| (h) Tow bar or tow-sling equipped | _____ | _____ |
| | | |
| (i) Two (2) snatch blocks, minimum 8,000 pound capacity each | _____ | _____ |
| (j) Two (2) scotch blocks | _____ | _____ |
| (k) Brake lock | _____ | _____ |
| (l) Six (6) to eight (8) feet of extra towing chain with hooks, minimum 4,000 pound capacity | _____ | _____ |
| (m) Four-way lug wrench | _____ | _____ |
| (n) One (1) pair of jumper cables | _____ | _____ |
| | | |
| 4. Class "B" Slide Back Car Carrier: | | |
| (a) Commercially manufactured unit, with a rated capacity of not less than 20,000 pounds, GVW, in accordance with manufacturer's I.D. plate (any modifications to increase GVW must be documented by the dealer or manufacturer) | _____ | _____ |
| (b) Cab to axle dimension of not less than 138 inches | _____ | _____ |
| (c) Dual rear wheels | _____ | _____ |
| (d) Twenty one (21) feet or longer hydraulically operated slide back or tilt bed | _____ | _____ |
| (e) Hydraulically operated winch(es) with a minimum winching | YES | NO |

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|-----|---|-----|-----|
| | capacity of 8,000 pounds | ___ | ___ |
| (f) | One Hundred (100) feet of 3/8 inch steel core cable | ___ | ___ |
| (g) | Two (2) tie down chains, each ten (10) feet in length | ___ | ___ |
| (h) | One (1) snatch block, minimum 8,000 pound capacity | ___ | ___ |
| (i) | Four way lug wrench | ___ | ___ |
| (j) | One pair of jumper cables | ___ | ___ |
| (k) | Commercial non restricted license plate | ___ | ___ |

5. Class "C" Wrecker:

- | | | | |
|-----|--|-----|-----|
| | Commercially manufactured unit, with a rated capacity of not less than 30,000 pounds, GVW, in accordance with manufacturer's I.D. plate (any modifications to increase GVW must be documented by the dealer or manufacturer) | ___ | ___ |
| (b) | Cab to bogey dimension of not less than 144 inches | ___ | ___ |
| (c) | Commercially manufactured boom(s) with a minimum total capacity of 50,000 pounds | ___ | ___ |
| (d) | Winch(es) with a minimum total winching capacity of 50,000 pounds | ___ | ___ |
| (e) | Two hundred (200) feet of 5/8 inch steel core cable per winch | ___ | ___ |
| (f) | Under reach with a retracted rating of not less than 25,000 pounds and an extended rating of not less than 12,000 pounds | ___ | ___ |
| (g) | Rear support jacks or outriggers | ___ | ___ |
| (h) | Two (2) 1/2 inch alloy safety chains | ___ | ___ |
| (i) | Tow bar or tow-sling equipped | ___ | ___ |
| (j) | External air hookup and hoses to supply air to disabled vehicles | ___ | ___ |
| (k) | Two (2) snatch blocks, minimum 24,000 pounds capacity each | ___ | ___ |
| (l) | Two (2) scotch blocks | ___ | ___ |
| (m) | Spring brake - air lock | ___ | ___ |
| (n) | Six (6) to eight (8) feet of extra towing chain winch hooks, minimum 4,000 pound capacity | ___ | ___ |

6. Class "D" Wrecker:

- | | | | |
|--|--|--|--|
| | Commercially manufactured unit, with a rated capacity of not less than 52,000 pounds, GVW, in accordance with manufacturer's I.D. plate (any modifications to increase | | |
|--|--|--|--|

YES NO

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|-----|--|-----|-----|
| | GVW must be documented by the dealer or manufacturer) | ___ | ___ |
| (b) | Cab to bogey dimension of not less than 180 inches | ___ | ___ |
| (c) | Commercially manufactured boom(s) with a minimum total capacity of 70,000 pounds | ___ | ___ |
| (d) | Hydraulically operated winch(es) with a minimum total winching capacity of 70,000 pounds | ___ | ___ |

Class "D" Wrecker (cont'd):

- | | | | |
|-----|--|-----|-----|
| | Two hundred (200) feet of 3/4 inch steel core cable per winch | ___ | ___ |
| (f) | Under reach with a retracted rating of not less than 45,000 pounds and an extended rating of not less than 15,000 pounds | ___ | ___ |
| (g) | Rear support jacks or outriggers | ___ | ___ |
| (h) | Two (2) 1/2 inch alloy safety chains | ___ | ___ |
| (i) | Tow bar or tow-sling equipped | ___ | ___ |
| (j) | External air hookup and minimum hoses to supply air to disabled vehicles | ___ | ___ |
| (k) | Two (2) snatch blocks, minimum 24,000 pound capacity each | ___ | ___ |
| (l) | Two (2) scotch blocks | ___ | ___ |
| (m) | Spring brake - air lock | ___ | ___ |
| (n) | Six (6) to eight (8) feet of extra towing chain with hooks, minimum 4,000 pound capacity | ___ | ___ |

K. The following ADDITIONAL EQUIPMENT is REQUIRED ON EACH VEHICLE:

- | | | | |
|-----|--|------------|-----------|
| 1. | Two-way radio | ___ | ___ |
| 2. | Proper safety lights | ___ | ___ |
| 3. | Amber rotation dome light | ___ | ___ |
| 4. | Two (2) overhead flood lights to rear | ___ | ___ |
| 5. | Sand (50 pound minimum) | ___ | ___ |
| 6. | Heavy duty sweeping broom (24" wide) | ___ | ___ |
| 7. | Two (2) safety cones (day-glow orange, 2 feet high) | ___ | ___ |
| 8. | One set of three (3) reflectors | ___ | ___ |
| 9. | Flat shovel | ___ | ___ |
| 10. | Axe (not less than size 30" long) | ___ | ___ |
| 11. | One 5 lb. fire extinguisher for vehicles under 50,000 lbs. and one 20 lb. fire extinguisher for vehicles over 50,000 lbs. All fire extinguishers must be Underwriter Laboratory approved and inspected according to applicable code. | ___ | ___ |
| | | YES | NO |

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|---|-------|-------|
| 12. First aid kit- minimum 16 basic items | _____ | _____ |
| 13. Six 30-minute flares | _____ | _____ |
| 14. Each wrecker company shall have one set of dollies available for use. | _____ | _____ |
| 15. If the manufacturer's rating plate is missing from any vehicle, the proposer must obtain a specifications sheet for that vehicle from the manufacturer and have it available for inspection at all times. | _____ | _____ |

I do solemnly swear that all the foregoing facts are true and correct and that _____
(Name of Proposer) meets the minimum qualifications for Request for Qualifications No. _____

Signature of Officer of Proposer: _____

Print Name of Officer of Proposer: _____

Title: _____

Submitted for District No. _____

STATE OF _____
COUNTY OF _____

The foregoing instrument was acknowledged before me this _____,
by _____, a _____, who is personally known
(Individual, Officer, Partner or Agent) (Sole Proprietor, Corporation or Partnership)
to me or who has produced _____ as identification and who did/did not take an
oath.

Signature of person taking acknowledgement)

(Name of Acknowledger typed, printed or stamped)

(Title or Rank) (Serial Number, if any)

[OR]

Affix Corporate Seal Here: